

Agenda for Membership Committee

13-Jan-2016

Committee Reports:

1. Board Report and Committee Action Items – Jen

- Biggest thing from Board Meeting: Meeting format and frequency. Idea is to have possibly a training focus meeting in Spring then Plenary in the Fall.
- Distinguished members having trouble renewing online. Just an FYI for us.
- Nominating Committee has slate of candidates for elections. More info soon.
- Spring Meeting slightly different format with breakout sections.
- Alliance committee – getting updated fact sheets.

2. Sub-Committee Reports

- Networking – Adriene

- i. Spring meeting information

- 1. See email for Adriene. Committee needs to review/double check the information provided.
 - 2. After review send Dinner information to Lori Chaplin, Darlene Susa-Anderson, Atanu Das and Elaine Freeman.
 - 3. After review send Dinner signup sheets to Lori.
 - 4. Paula will ask for a table to be setup for use during the networking lunches. This can hold the maps and lists of locations.

- ii. Networking Lunches

- 1. Adriene used the process we outlined. We need to remove the “sign-up” sheet as a step.
 - 2. Locations are set.
 - 3. Adriene is working on a map with them marked.
 - 4. Need Facilitators ahead of time.
 - 5. Reminder: Need multiple copies of Lunch locations and maps.

- iii. Dinners

- 1. Dinners are in place. Signup sheets are done.
 - 2. These are announced at the classes.
 - 3. Need hosts ahead of time.

- iv. Email will go to our committee first then other committees asking for dinner hosts and lunch facilitators.

- Awards – Terrae/Paula/Jen –

- i. Have these been added to Standard Practices?

- 1. This is in progress by Terrae.
 - 2. These are outdated. Terrae and Paula will update.

- ii. Promotion Ideas and Status

- 1. Email blast ready? Text is ready. Re-send to Jen.
 - 2. When will it be sent as part of President’s message? Jen needs to request this.
 - 3. SCHC Homepage? Ryan will need to contact web committee. It would be nice this to be on the opening page.

- iii. Distinguished Membership –
 - 1. Letter completed
 - a. Sent with the agenda. This is complete.
- Membership – Steve/Adriene
 - i. Discuss Eric Boelhouwer’s idea of Registry list - Adriene
 - a. Adriene has been in touch and outlined the idea to him.
 - b. He provided a list about 20 people.
 - c. We will need to develop a “script” for calls made to these non-members. The script will likely need info on SCHC as a whole.
 - i. Can Steve Givens help with this since he did a good one for inactive/new members?
 - ii. Paula and Adriene set up a meeting next week to go through process.
 - iii. Calls need to be made now.
- Website – Ryan
 - i. Awards
 - 1. Past Winners posted WAHOO!! The “look” of it needs tweaked.
 - 2. Phrase needs added to a space just before the link: “This section is not complete. If you are aware of previous winners, then please contact the Membership Committee.”
 - 3. Suggestions:
 - a. Add “Known as of Dec 8” for Awards
 - b. See suggestion under Awards.
- Mentoring – Dr. Luc
 - i. Board approval given for interest email.
 - 1. Content of email – Dr. Luc Review at next meeting.
- Spring Meeting –
 - i. Who is going?
 - 1. Paula
 - 2. Jen
 - ii. Any Additional Items to discuss?
 - 1. Slide deck needs updated for spring meeting.
- **Next meeting is NORMAL date and time on Feb 10 at 11:30 am. There is no change to the date.**

Consensus vote – end the meeting.

Members in Attendance: Jen, Adriene, Terrae, Paula